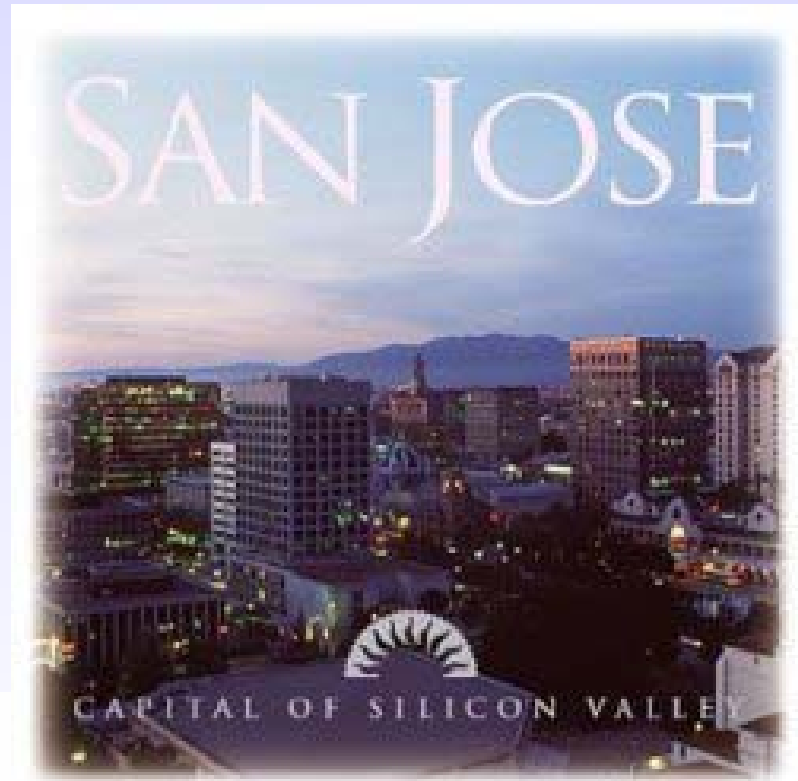


# Small Business Opportunities Construction and Professional Consultant Services for Construction



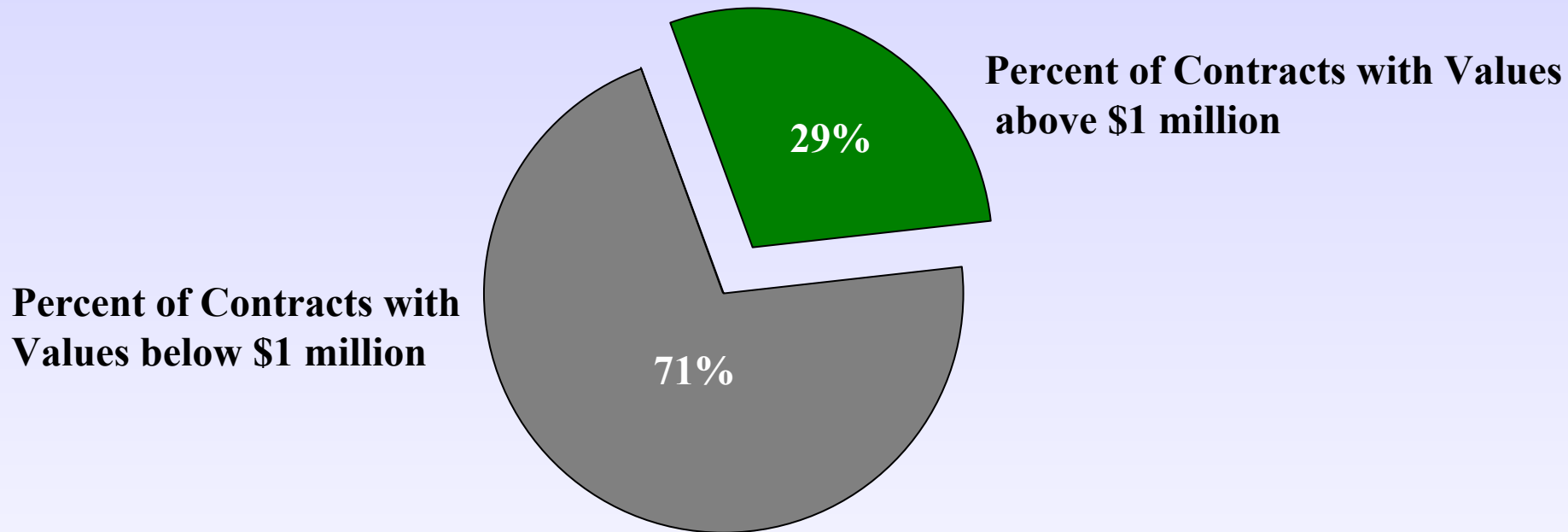
# Doing Business with Public Works



# Types of Public Improvement Projects:

- **Storm and Sanitary Improvements**
- **Libraries**
- **Airport Improvements**
- **Street Improvements**
- **Traffic Signals/Streetlights**
- **Parks and Recreational Facilities**
- **Community Centers**
- **Police Substations**
- **Fire Stations**

# Public Works Construction Contracts - FY 2002-2003



**Total Contracts: 153**

# Public Works Construction Contracts -FY 2002-2003

- **Contract Value Less than \$250,000:**  
**69 Projects**
- **Contract Value between \$250,000 and \$500,000:**  
**28 Projects**
- **Contract Value between \$500,000 and \$1,000,000:**  
**12 Projects**

# Requirements for City Contracts

- **Bidders on Public Improvement Projects must meet the following requirements:**
- **Be a Licensed Contractor in the State of California;**
- **Possess a license to conduct business in the City of San Jose;**
- **Meet City requirements for Performance Bond, Insurance and Living/Prevailing Wage.**

# Bid Process-Contracts over \$100,000

- **All Public Improvement Projects with values over \$100,000 are listed on the City's Bid Hotline**
- **“Notice to Contractors” are also advertised in major publications such as the San Jose Mercury News, San Jose Post Dispatch**

# Bid Hotline

**Accessible in two ways on the internet:**

- **[http://www.ci.sj.ca.us/pub\\_wrks/cip/Bid\\_Hotline.htm](http://www.ci.sj.ca.us/pub_wrks/cip/Bid_Hotline.htm)**
- or
- **Navigate through the City's website starting at:  
<http://www.ci.sj.ca.us...>**



# Bid Hotline

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Public Works Department

10/21/02

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#3158

Improvement of Sunset Avenue

Bid Date:

October 24, 2002

Project Manager:

Punsalan, Rene

Phone:

(408) 277-4638

Division:

Design and Construction

Address:

801 North First Street, Room 300, San Jose CA 95110

Plans & Specs:

\$20.00 NONREFUNDABLE

Description:

Project to complete street frontage of Cesar Chavez Elementary School. Project includes asphalt concrete, curb, gutter, sidewalk storm inlets, wheelchair ramps, street lights and trees. Work on Meyerhols and Lowell School DOT to scope

Engineer's Estimate:

\$368,064

#3156

Watson Park Dog Park

Bid Date:

October 24, 2002

Project Manager:

Palajac, Jan

Phone:

(408) 794-1300

Division:

Parks and Rec Facilities

Address:

2 North Second Street, Suite 700, San Jose, CA 95113

Plans & Specs:

\$25.00 NONREFUNDABLE

Description:

Construction of a 1-1/4 acre dog park in Watson Park.

Engineer's Estimate:

\$207,000

| Add Alt # | Add Alternate Amount | Add Alternate Description              |
|-----------|----------------------|--|
| 1         | \$3,200              | Drinking Fountain & Bollards           |
| 2         | \$7,600              | Black Vinyl Coating on Chainlink Fence |
| 3         | \$1,400              | Benches                                |

#3155

Bernal Park Expansion

Bid Date:


October 24, 2002

Project Manager:

Palajac, Jan

Phone:

(408) 794-1300

 Internet

# Subscribe to the Bid Hotline Mailing List

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**Public Works Department**  
**10/21/02**

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|                      |  |
|----------------------|--|
| #3158                | <b>Improvement of Sunset Avenue</b>  |
| Bid Date:            | October 24, 2002   |
| Project Manager:     | Punsalan, Rene Phone: (408) 277-4638   |
| Division:            | Design and Construction  |
| Address:             | 801 North First Street, Room 300, San Jose CA 95131  |
| Plans & Specs:       | \$20.00 NONREFUNDABLE  |
| Description:         | Project to complete street frontage of Cesar Chavez Blvd. Includes asphalt concrete, curb, gutter, sidewalk, street lights and trees. Work on Meyerhols and Lowery |
| Engineer's Estimate: | \$368,064  |
| #3156                | <b>Watson Park Dog Park</b>  |
| Bid Date:            | October 24, 2002   |
| Project Manager:     | Palajac, Jan Phone: (408) 794-1300   |
| Division:            | Parks and Rec Facilities   |
| Address:             | 2 North Second Street, Suite 700, San Jose CA 95131  |
| Plans & Specs:       | \$25.00 NONREFUNDABLE  |
| Description:         | Construction of a 1-1/4 acre dog park in Watson Park   |

# Subscribe to the Bid Hotline Mailing List

PIP Mailing List - Microsoft Internet Explorer

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 **The PIP Mailing List**  
Become a subscriber and receive notifications via e-mail from the Public Works Department when new projects are added to the PIP Bid List. Simply fill out the form below to subscribe. Being a subscriber is completely voluntary and you can unsubscribe at any time.

Name:  \*

E-mail:  \*

Password:  \*

Company:

Additional info:  
(license info, phone #,  
address, etc.)

\* - required

**Select contract type(s):**

☐ All

☐ Buildings

☐ Parks

☐ Roads & Bridges

☐ Streetlights/Traffic Signals

☐ Storm/Sanitary Sewer

**Contract Size(s)**

☐ No Preference

☐ Small < \$2M

☐ Medium >= \$2M & < \$4M

☐ Large >= \$4M

☐ No Preference

☐ Small < \$800K

☐ Medium >= \$800K & < \$1.5M

☐ Large >= \$1.5M

☐ No Preference

☐ Small < \$2M

☐ Medium >= \$2M & < \$4M

☐ Large >= \$4M

☐ No Preference

☐ Small < \$700K

☐ Medium >= \$700K & < \$1.2M

☐ Large >= \$1.2M

☐ No Preference

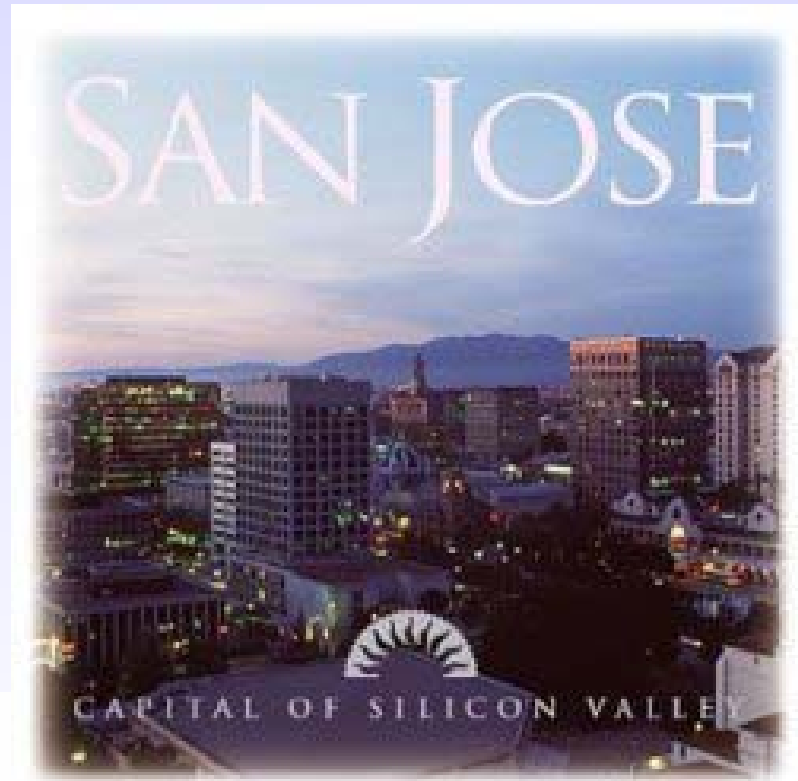
☐ Small < \$1.5M

☐ Medium >= \$1.5M & < \$3M

☐ Large >= \$3M

Done Internet

# Small Business Opportunities Professional Consultant Services for Construction



# How to Learn About City Consulting Opportunities

- **Newspapers (San Jose Mercury News, San Jose Post Dispatch, San Francisco Chronicle, etc.)**
- **Trade Publications**
- **City Website:**  
**<http://www.ci-sj.san-jose.ca.us/purch/Purch.htm>**
- **Direct Solicitation**

# **Request for Proposals (RFP)/Request for Qualifications (RFQ)**

- **Preparation of an RFP/RFQ by City staff is the first step in the consultant selection process for engineering, architectural and construction services.**
- **The RFP/RFQ is initiated when the City identifies work requiring consultant services.**
- **The RFP/RFQ is sent to each firm interested in applying for consideration to perform the work.**

# Proposal Contents

**Proposals submitted to the City should include:**

- **Executive Summary;**
- **Responses to a Questionnaire (that is specific to the project);**
- **Organizational Chart of Project Team;**
- **Resumes of Project Team Members;**
- **Other Pertinent Expertise;**
- **Background Information of the Firm and Project Team.**

**\* Note: Cost is usually not required in proposals.**

# Background Information

**Consultants will typically be asked to provide background information such as:**

- **Type of ownership;**
- **Name(s) and address(es) of principal(s) to contact;**
- **Number and type of personnel in the disciplines that are required for the project;**
- **Subconsultants and their disciplines who will be called on to work on the project.**



# Consultant Selection Process

- **A Consultant Selection Board (comprised of City staff, professional staff from other agencies and client representatives) evaluates all proposals from various professional consultants.**
- **The Selection Board will determine whether interviews will be utilized as part of the evaluation and selection process.**
- **The Board will develop a ranked list of consultants who appear to have the desired professional expertise, experience and capacity to handle the project.**

# Consultant Selection Process

- **The City will select the highest ranking consultant for a single project, several better qualified consultants for multiple projects or will develop a list of pre-qualified consultants.**
- **Consultants not selected may be retained on a list in the order of their ranking by the Board and may be called upon for services by the Department on future projects of a similar nature. The list may be retained for up to two (2) years.**
- **Once a consultant has been selected, the City will commence negotiations for an agreement.**

# **Consultant Selection Criteria**

- 1. Quality of Experience of Key Staff**
- 2. Quality of Experience of Project Manager**
- 3. Understanding of Project Requirements**
- 4. Project Approach**
- 5. Customer Service Evaluation**

# Sub-Consultants

- **Consultants may choose to combine into groups.**
- **“Prime” consultants often solicit sub-consultants for specific work.**
- **Experience gained as a sub-consultant is an excellent way to develop experience leading to becoming a prime consultant.**

# **Small Business Opportunities**

**NOW LET'S HEAR FROM YOU...**

- **Comments?**
- **Questions?**
- **Concerns?**

**Thank you for your interest in business opportunities with the City of San Jose.**

# Small Business Opportunities Construction and Professional Consultant Services for Construction

